#### DOCUMENT RESUME

ED 095 952

JC 740 323

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TITLE

A Selected Bibliography of References to Cooperative

Education in Two-Year and Four-Year Colleges and

Universities.

PUB DATE

Jul 74

NOTE

20p.

EDRS PRICE

MF-\$0.75 HC-\$1.50 PLUS POSTAGE

DESCRIPTORS

\*Annotated Bibliographies: \*Bibliographies: Business Education: \*Colleges: \*Cooperative Education: Higher

Education; \*Junior Colleges; Liberal Arts; Post

Secondary Education

IDENTIFIERS

Handbook of Cooperative Education: Sandwich

Courses

#### ABSTRACT

Designed primarily to serve professionals who are interested or involved in the field of college-level cooperative education, this bibliography, with brief annotations for some entries, emphasizes college programs in both 2- and 4-year schools. Stress has been given to business and liberal arts programs. Cooperative education vocational and technical schools has not been covered. The bibliography cites books, journal articles, articles from the "Handbook of Cooperative Education," articles from other sources, and "Sandwich Courses" and their development in higher education. (DB)



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# A SELECTED BIBLIOGRAPHY OF REFERENCES TO COOPERATIVE EDUCATION IN TWO-YEAR AND FOUR-YEAR COLLEGES AND UNIVERSITIES

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July, 1974



#### **FOREWORD**

This bibliography is designed primarily to serve professionals newly interested in or entering the rapidly expanding field of college level cooperative education. Hopefully, it will also be of help to coordinators, administrators, faculty, students, employers and others who may already be involved but wish to deepen their understanding and extend their knowledge of cooperative education—which, according to Cross (1973), is "one of the most rapidly growing major curricular innovations of the 1970's."

Special acknowledgment, for the headstart afforded me in preparation of this selected bibliography, is extended to Dr. Joseph E. Barbeau, Associate Professor of Education at Northeastern University, whom I met while attending a week-long coordinator training workshop in Boston during March, 1974.

For the section of the bibliography dealing with the "Sandwich Plan" (as cooperative education is called in England), I am indebted to Col. James Grant of Newcastle Upon Tyne Polytechnic (now retired), who wrote the chapter on the Sandwich Plan in Asa Knowles' HANDBOOK OF COOPERATIVE EDUCATION (1971). I had the pleasure of meeting and consulting with him in January, 1974, during a week's tour of Sandwich Programs at four polytechnics throughout England which he kindly helped to arrange.

Emphasis throughout this bibliography has been placed on college programs--both for two-year and four-year schools. Cooperative education programs in Vocational and Technical schools has not been covered, nor have co-op ed programs in high schools. Stress has been on business and liberal arts programs as opposed to engineering and professional school programs. Many of the references cited would, of course, be common to all of these other facets, but each has a wide literature of its own which has not been selected for reference here.

#### New Statewide Program in Wisconsin

My own active involvement in cooperative education began in September, 1973, when, with assistance and encouragement from Allan F. Hershfield, Assistant Chancellor for Program Development for the UW Center System, James M. Pannier and I developed the idea of a state-wide 'Careership Program' to be initiated first at the UW Center-Barron County at Rice Lake and then on a phased basis extended throughout the state via the other 13 two-year campuses that together comprise the UW Center System. Work is nearly completed on our planning grant which the US Office of Education funded in October, 1973, and the Careership Program will enter the operational phase this fall under a USOE implementation grant. (Approved July, 1974)



Since the University of Wisconsin Center System of 14 two-year campuses is second only to the University of Wisconsin-Madison campus as the largest educator of freshmen and sophomore college students in the state, it is logical for the Center System campuses to function as coordination points in this new cooperative education network as it expands statewide from the pilot Careership Program already underway at the UW Center in Rice Lake.

Following the operational blueprint laid out in the planning grant, each of the two-year campuses will establish close contacts with the four-year campuses to which most of its students will be transferring so that students selecting the 'co-op' option of the Careership Program will be passed along personally on a prearranged track.

Students normally can expect to transfer up to 72 credits; this should now include up to 6 semester hours of lower division Careership elective credits; and include 4 semester hours of upper division Careership credit accepted as part of the student's requirements for his major or minor. Learning contracts for the upper division credit will require approval by the four-year professor as well as the initiating professor at the two-year campus.

It is hoped that this new statewide network will enhance and strengthen a number of excellent programs already in existence at various of the 13 four-year colleges in Wisconsin...perhaps providing the stimulus for what may become "The Wisconsin Consortium" in cooperative education.

#### The National Perspective

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A significant shift in the way college students are trained for life careers is taking place on college campuses throughout the US. An increasing number of schools are offering what is called "cooperative education"—which involves alternating periods of earning and learning and the integration of classroom work with practical experience on a job. Cooperative education is one of the most rapidly growing major curricular innovations of the 1970's. (Cross, 1973)

In fact, cooperative education programs are growing so rapidly on both two-year and four-year college campuses as to be a veritable explosion. In 1960 there were only 35 programs; by 1971 there were 225 (Knowles, 1971). Only two years later there were over 350, of which 40 percent were two-year college programs. Predictions are that this will more than double by the mid-1970's. Wilson (1974) estimated that operational programs this year would exceed 500, which taken together with nearly 300 programs in the planning grant state totals 800 involving about 30 percent of all college campuses in the nation.



Though the rate of growth of cooperative education has escalated sharply in recent years, a dual root structure dates back many years-to 1906 when the first college program began at the University of Cincinnati in engineering; and to 1921 at Antioch College at Yellow Springs, Ohio, which broadened the concept beyond engineering to all fields of study including liberal arts. (Lupton, 1973).

Over three-quarters of all programs in existence in 1972 were established after 1960. (Wilson, 1972) And one out of five of these were established in a single year, 1971-72. The proportion of programs of recent origin is, of course, increasing owing to the rapid initiation of new programs cited above.

The consensus now is that 'co-op' education is applicable in every field--from engineering and business administration where it first took hold... through nursing, architecture, law and other professionally oriented vocations... to the natural sciences, psychology, education, English, literature, history, philosophy... where it has not been found necessary or desirable always to seek a direct tie-in with a specific vocation or career.

R. H. Brownlee



#### Selected Bibliography of Books

- Barbeau, Joseph E. <u>Cooperative Education in America: Its Historical Development 1906-1971</u>. Boston: Northeastern University, 1973.

  Comprehensive with excellent bibliography. Available from Dr. Barbeau for \$5.00. 1/617/437-3286.
- Barnett, R., and Strandberg, K. <u>Student Learning Objectives</u>. Unpublished document from the February, 1972, Cooperative Work Experience Workshop in Anaheim, California, sponsored by the Coast Community College District.
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  <u>Cooperative Education</u>. Washington, D.C.: U. S. Office of Education, 1971.
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  Interesting applications to bi-lingual and disadvantaged students. Well
- Bennett, Ron L. <u>Educational Work Experiences in Cooperative Education</u>. San Mateo, (two-year college) California. Action-Link Educational Systems, 1973. 1/415/345-9284.

worth securing and reading. 1/415/574-6562.

- Excellent...use for orientation classes to orient students prior to work assignments or to run concurrently as a reinforcement of on-the-job learning. \$3.95 paperback, 154 pages multilith,  $8\frac{1}{2} \times 11$ . Also in preparation (July, 1974) a film strip plus kit to be published through Wiley. Deals with community college cooperative education and secondary school programs. Valuable are fifty case studies. Focus attempts to bridge the gap between vocational and transfer programs.
- Binzen, P.H. 'LaGuardia Community College, Education in the World of Work." Change, February, 1973, pp. 35-37.
- Brown, Robert L. Cooperative Education. Washington, D.C.: American Association of Junior Colleges, 1972. (two-year colleges)
  Available through Publications Center 1/703/549-4134. Also through ERIC: ED 053 712 MF 0.65; HC \$3.29. 8½ x 1½; 32 pages; a fine overview, easy to read for someone new to the field. Succinct summary of sources of assistance on page 30.
- Buttery, William A. <u>Business and Industry Guide</u>. For the use of the businesses and industries participating in the Cooperative Education Industrial Internship 499



- and G499 of the College of Industry, UW-Platteville, Wisconsin.

  Forty-five pages, mimeographed. A discussion of the co-op agreement, administrative details, placement and evaluation procedures. Includes copies of application and evaluation forms.
- Buttery, William H. A Comparative Study of the Evaluation of Collegiate Cooperative Education Coordinator Functions. Arizona State University, a doctoral dissertation to determine whether or not collegiate coordinators evaluate their coordinating functions in the same way as the corporate counterparts with whom they worked.

  131 pages, \$7.25, available from NEU Clearinghouse 0172.
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- Chapman, Elwood N. Work Experience Survival Kit. Pacific Palisades, California: Goodyear Publishing Company, 1973.

  1/213/459-2733. Excellent instructional materials which might be considered for adoption in either "career orientation" or "practicum" classes to prepare students for work assignments and to reinforce work-period learning experiences.
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- Cooperative Education Association. A Directory of Cooperative Education, '73'.

  Philadelphia: Drexel U., January, 1973.

  Eighty-six page index of members and institutions. Best available, but substantially out-of-date already (July 1974) owing to extremely rapid growth rate in the field.
- Cooperative Education Association, <u>Journal of Cooperative Education</u>. (All issues since 1964.) Drexel University, Philadelphia, Pennsylvania 19104.

  This is the only professional journal in the field of co-op education. Through the May, 1974 issue, a total of 18 issues have been published. First issue was November, 1964. No spring issues were published until April, 1967, and from then on twice a year in May and November. Copies of all issues are available at Instructional Materials Center at Teacher Education Building, 225 North Mills Street, University of Wisconsin, Madison, Wisconsin 53706.
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  Jossey-Bass, 1971.

- Cross, K. Patricia. The Integration of Learning & Earning: Cooperative Education and Non-Traditional Study. Washington, D.C.: ERIC Higher Education, Research Report Number 4, 1973. (One of a series of eight reports.)

  Sixty-five pages, paperback; exceptionally well-written study, recommended for gaining perspective on the explosive growth of these two related facets of a rapidly emerging new reality in higher education in America-the entrance of formerly fulltime students into the world of work and the return of formerly fulltime workers into the world of formal learning.
- Dawson, J.D. <u>Faculty Involvement in Cooperative Education</u>. Unpublished document, April, 1972.
- Directory of Cooperative Education, 1973. Drexel University, Philadelphia: The Cooperative Education Association, 1973. (See Cooperative Education Association.)
- ERIC (stands for Educational Resources Information Center) Now located within National Institute of Education (NIE), Washington, D.C. Access to ERIC network of document announcement and retrieval service can be made at IMC (Instructional Materials Center, Teacher Education Building, 225 North Mills Street, University of Wisconsin, Madison, Wisconsin 53706).

The ERIC Clearinghouse on Higher Education abstracts and indexes the current research literature on higher education for publication in the National Institute for Education's monthly volume, Research in Education (RIE). Readers who wish to order ERIC documents cited in the bibliography should write to the ERIC Document Reproduction Service, Post Office Drawer O, Bethesda, Maryland 20014. When ordering, please specify the ERIC document (ED) number. Unless otherwise noted, documents are available in both microfiche (MF) and hard/photocopy (HC). All microfiche titles cost \$0.65; hard/photocopy reproduction costs \$3.29 per 100 pages. All orders must be in writing and payment must accompany orders of less than \$10.00.

- Grahm Junior College Retail Internship Program. Boston: Grahm Junior College, 1971-72.
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  One of three best and most recent source books in the field. (See also Asa Knowles, et al., HANDBOOK and K. Patricia Cross INTEGRATION OF LEARNING AND EARNING) 219 pages, HC \$8.75. Authoritative and practical focus on community (two-year) colleges, themselves still growing very rapidly, and the explosive growth of cooperative education programs within this type of institution.
- Hefferlin, JB Lon, and Phillips, Ellis L. Jr. <u>Information Services for Academic Administration</u>. Jossey-Bass, San Francisco, 1971, \$7.50. HC 160 pages, directory and index.

An invaluable handbook and sourcebook. Discusses six major media of information for academic administration and evaluates the sources of information in each--then proposes a series of improvements in these services.

Heideman, Robert G., and Arnold, Nancy. An Annotated Bibliography of Career Information for Prospective Professionals in Education. University of Wisconsin-Madison, September, 1973. Paperback, 8½ x 11 multilith, sixty-two pages.



An excellent source for cooperative education coordinators, students, administrators, and counselors and all others interested in advising young people on various careers. A wealth of information is also included to guide the reader wishing to update his reading in Educational Models and Programs for the Future. A 'must' in the library of every serious practitioner, educator, and student of education.

Henderson, Algo D., and Hall, Dorothy. Antioch College. Harper Brothers Publisher, 1946.

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- Hunt, Don. <u>Fifty Views of Cooperative Education</u>. University of Detroit (Barbara Reid at Northeastern), 71 pages, 8½ x 11 mimeographed.
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- Knowles, A.S. <u>Handbook of Cooperative Education</u>. San Francisco: Jossey-Bass, 1971. The single most outstanding and authoritative guidebook in the field.

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  - \$1.00 per copy; paperback, multility, 120 pages. A thoroughly professional guide for coordinators. Coneise, authoritative, and very useful. Many examples of forms in appendices. Reflects the Northeastern approach and so must, of course, be adapted to individual programs as needed. A must for any new coordinator.
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